

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING

Summary Minutes

August 2, 2012

CALL TO ORDER

The meeting was called to order at 1:10 p.m. by Chair Paul Roberts, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALL

Chair

(P) Paul Roberts, Everett Councilmember

Vice Chair

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(P) Mary Moss, Lakewood Councilmember

(P) Dave Enslow, Sumner Mayor

(A) Marilyn Strickland, Tacoma Mayor

(A) Joe McDermott, King County Councilmember

Katie Flores, Board Coordinator, announced that a quorum of the committee was present at roll call.

REPORT OF THE CHAIR

Committee Chair Roberts announced that a public hearing was held earlier today on the Transit Development Plan covering 2012 through 2017 and the 2011 Annual Report. An action to recommend submittal of the Transit Development Plan to WSDOT is included on today's agenda as item 6.B.

Another public hearing will be held next Thursday, August 9th on the Disposal of Surplus Real Property to a Public Agency. The purpose of next week's hearing is to receive public comment on Sound Transit's intent to sell parcels of land to another public agency. The properties are located at 4300 and 4328 Brooklyn Ave. NE, in Seattle.

Mr. Roberts noted that today is Deputy CEO Celia Kupersmith's last meeting with the Operations and Administration Committee. Ms. Kupersmith is retiring after a long career in public transit. She formerly served as General Manager/CEO of the Golden Gate Bridge, Highway, and Transportation District and as Executive Director of the Regional Transportation Commission in Reno, Nevada. Her last day at Sound Transit is August 3, 2012. The Committee thanked Ms. Kupersmith for her time at Sound Transit and for her work with the Operations and Administration Committee.

DEPUTY CEO REPORT

Lakewood Extension Activation status update

Melissa Saxe, Rail Activation Manager overviewed the tasks and activities Sound Transit is conducting to open the 8.4 mile Lakewood Sounder Extension later this year. Sound Transit will operate Sounder service between East D Street in Tacoma and Bridgeport Way in Lakewood. Amtrak also plans to operate in the corridor beginning as early as 2017. Readiness committees have been established to manage specific tasks and activities.

The Rail Readiness Committee is responsible for the completion of the D Street to M Street Track and Signal project, Lakewood Layover Project and testing and signal work. There are three phases of testing and commissioning. The contractor working on the D Street to M Street Track and Signal Project is responsible for the first phase; this work is scheduled to be complete in August 2012. Sounder Operations will conduct phase two and phase three testing. At the beginning of phase two, trains will begin operating at higher speeds and reach speeds of 60 miles per hour at the conclusion of the phase. During phase three, safety outreach will take place before conducting systemwide tests of the rail segment.

The Station Readiness Committee is responsible for start-up activities at the Lakewood, South Tacoma and Tacoma Dome Stations. Ticket vending machines and wayfinding and variable messaging signage will be installed prior to the start of revenue service.

The Operations Readiness Committee is responsible for maintaining track and signal systems in the corridor. Timetables and General Code of Operating rules for the corridor have been developed in conjunction with BNSF. The Committee is also updating operating procedures to add the Sounder extension to Lakewood. Conductors will be trained to operate on the new corridor, including the new 2.8% grade in Tacoma. Non-revenue runs will begin two weeks prior to start-up to simulate the train schedules.

The Safety Readiness Committee kicked off the "Be Smart, Be Safe" campaign in May 2012. The work plan includes participation in outreach events and working with businesses near the rail corridor. The Security Readiness Committee is developing a police operations plan for Sounder testing and non-revenue phases that includes police presence at grade crossings during testing. Sound Transit has also been coordinating with the Washington State Patrol and local enforcement agencies.

Communications work is ongoing to support ridership and safety messages. Advertising through social media, direct mailings and other advertising methods is underway to build ridership on the service.

REPORTS TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, reviewed the June 2012 ridership numbers and performance report. Systemwide ridership was up 6.8% in June 2012 over June 2011. Sounder ridership for June 2012 is 12% above June 2011 ridership. ST Express was up 7%, ridership increases were mainly on routes serving Snohomish and East King County.

Most performance goals were met in June. The Sounder year to date on-time performance is now above target. Central Link boardings per trip are over the target because of high ridership. There were 10 preventable accidents on ST Express in the last two months, training is taking place to reduce operator caused accidents in the future. Copper wire replacement work is taking place and is expected to be completed in October. Another copper theft occurred in South Tacoma of copper used for the lighting system.

BUSINESS ITEMS

Minutes of the June 7, 2012 Operations and Administration Committee Meeting

It was moved by Boardmember Butler, seconded by Boardmember Moss, and carried by unanimous vote that the minutes of the June 7, 2012 Operations and Administration Committee meeting be approved as presented.

Motion No. M2012-50: Approving the submittal of the Transit Development Plan 2012-2017 and 2011 Annual Report to the Washington State Department of Transportation.

Vida Covington, Operations Support Services Director, Mike Bergman, Service Planning Manager, and Ben Smith, Assistant Service Planner, gave the staff presentation.

It was moved by Boardmember Butler, seconded by Boardmember Moss, and carried by unanimous vote that Motion No. M2012-50 be forwarded to the Board with a do pass recommendation.

Motion No. M2012-51: Authorizing the chief executive officer to execute a sole source contract with Browne, Bortz & Coddington, Inc., to conduct a disparity study for Sound Transit, for a total authorized contract amount not to exceed \$225,000.

James Evans, Diversity Program Specialist, gave the staff presentation. Ms. Kupersmith noted that the disparity study allows Sound Transit to collect data and anecdotal evidence to support disadvantaged business goals set by Sound Transit. The study will identify disparities between the availability of minority and woman contractors and the utilization of those contractors. The anecdotal information will allow Sound Transit to understand the actual experiences in the contracting industry beyond the data. Using a sole source contract will allow Sound Transit to save money and time in conducting a current disparity study.

It was moved by Boardmember Moss, seconded by Boardmember Butler, and carried by unanimous vote that Motion No. M2012-51 be forwarded to the Board with a do pass recommendation.

Resolution No. R2012-19: Amending the Adopted 2012 ST Express Transit Operations Budget from \$102,726,265 to \$103,447,261 to fund additional Sound Transit costs due to Community Transit's new contract with First Transit.

Mike Perry, Deputy Executive Director of Transportation and Maintenance, and David Huffaker, Operations Business Manager gave the staff presentation. Mr. Huffaker explained that the prior contract between Community Transit and First Transit included differential rates for Sound Transit service. The new contract includes a single rate for both Community Transit and Sound Transit service because Sound Transit is operating more peak-period service. Boardmembers spoke in favor of developing a maintenance base for ST Express buses.

It was moved by Boardmember Moss, seconded by Boardmember Butler, and carried by unanimous vote that Resolution No. R2012-19 be forwarded to the Board with a do pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday September 6, 2012
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 2:26 p.m.


Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Katie Flores
Board Coordinator

APPROVED on November 1, 2012, KWF